



City of Springfield, Missouri

**Special Event
& Amplified Sound Permit**

Issued by the City of Springfield, Missouri,

417 Coffee & Cars

For approved event scheduled for:

Event Dates: July 4, 2020
August 1, 2020
September 5, 2020
October 3, 2020

Event Time: 10:00 a.m. – 1:00 p.m.

Event Location: SRC Electric
24701 E Sunshine Street

Estimated Attendance: 120

Conditions:

- *All vendors must be licensed.
- *Picnic/Catering License is required for the serving of alcohol.
- *Fire Lanes must remain open.
- *Approved risk mitigation plan.

Signed: Sha Sp
Special Event Permit Coordinator

Date Approved: 6/30/2020

This is a permit only and is not an endorsement of the scheduled event.

Online Form Submittal: Special Event Permit Application

noreply@civicplus.com <noreply@civicplus.com>

Tue 6/23/2020 8:24 PM

To: Spain, Sharon <:sspain@springfieldmo.gov>

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Special Event Permit Application

City of Springfield Special Event Permit Application

All proposed events on private property that require a Special Event and/or Amplified Sound Permit must have an approved risk mitigation plan in place to reduce the threat of potential spread of the coronavirus.

The mitigation plans shall at minimum include, but not be limited to, the following guidelines:

Describe the measures that will be put into place to ensure CDC guidelines for physical distancing of people at 6 feet apart.	We will have signs posted around the venue, stating "social distancing" and "PPE Recommended." We will also be announcing in our hourly announcements. Staff will be monitoring peoples activity as well.
Describe the measures that will be put into place to ensure CDC guidelines for cleaning and sanitizing any public spaces.	We will be going entirely contactless with people. Our staff will also be wearing Gloves and masks when needed. We will still hold our sign in system, but we will be wiping down the pens, clipboards, and tables regularly.
Do you agree to provide a complete list of all people working, volunteering and to the largest extent possible, attending the event to include name, phone number, and county of residence within 24 hours of the event's conclusion?	Yes
Organization Name	417 Coffee & Cars
Address	2401 East Sunshine Street 65804
Contact Name	Connor Skinner
E-mail Address	johncskinner2000@gmail.com
Home or Desk Phone	4178808000

Cell Phone	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>
Second Contact Person	<i>Field not completed.</i>
E-mail Address	<i>Field not completed.</i>
Home or Desk Phone	<i>Field not completed.</i>
Cell Phone	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>
Promoter, if different from Organization, & Address	<i>Field not completed.</i>
E-mail Address	<i>Field not completed.</i>
Home or Desk Phone	<i>Field not completed.</i>
Cell Phone	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>

Event Information

Event Name	417 Coffee & Cars
Event Description	Festival, Other
Please upload 501(c)(3) documentation if required.	<i>Field not completed.</i>
If you checked Other above, please describe.	This is a local car show that is totally free to the public. We have good music, good cars, and great people.
Event Date(s)	July 4th, Aug 1st, Sept 5th, Oct. 3rd,
Alternate Event Date(s)	<i>Field not completed.</i>
Event Location	Private Property (Please indicate address below)

Renting the Springfield Expo Center Lot (Please reserve 4-6 weeks in advance)
Use of the vacant lot at 735 E. Trafficway, requires a \$1,000 rental contract, certificate of insurance for a \$1 million general liability policy naming the City as an additional insured and the completion of a hold harmless agreement for any action arising out of your use of the property. If liquor is sold or served, please request a letter from the City Manager granting permission for such use on public property. Once that permission is granted, the City Licensing Department is notified and will proceed with the liquor catering/picnic license process. The state will issue that license. This entire process could take 5-10 business days. Liquor Liability (\$1 million policy) For events selling or serving alcohol, each liquor vendor is required to provide liquor liability insurance naming the City as an additional insured is required. A third party agreement may be required with your liquor vendor.

Name of Park and/or Street	Sunshine Street (NOT ON THE STREET)
Event Address & Zip	2401 East Sunshine Street

Note: If this event will take place solely in a Springfield-Greene County Park, please call 417-864-1049 to reserve the park facilities.

Is this a charity event? No

Organization benefiting from proceeds *Field not completed.*

% of proceeds being donated 0

Is this a first-time event? No

If no, what was the last year the event was held? 2019

Please list any variations from the last year the event was held. There isn't any variation from last year.

Event Operations

Event Set Up Starts: 7/4/2020 8:30 AM

Event Set Up Complete By: 7/4/2020 9:30 AM

Event Start: 7/4/2020 10:00 AM

Event Close: 7/4/2020 1:00 PM

Event Teardown Starts: 7/4/2020 1:00 PM

Event Teardown Complete By: 7/4/2020 2:00 PM

Estimated Attendance Per Day 120

Will this event be open to the public? Yes

Will you be charging admission? No

Will you be accepting donations? No

Are you wanting to close a City street for your event? No

Please indicate the street(s)/cross streets(s) you propose to close and what dates and times. *Field not completed.*

From: *Field not completed.*

To: *Field not completed.*

Upload Event Route *Field not completed.*

Food will be Served, Neither

How will food be prepared? *Field not completed.*

Please list the contact information for each temporary food vendor that plans to serve food at the event.

Food Vendor 1: The Great American Taco Company

Contact name Richard Vance

Mobile phone number (417) 861-8822

E-mail address *Field not completed.*

Will more than one food vendor be serving food at the event? No

Will electricity be provided to the food vendors? No

Will alcoholic beverages be available at your event? Yes

Alcoholic beverages will be Sold by the drink

What type of alcoholic beverages? Spiritous (hard) liquor

Please provide the address at which alcohol will be sold, given away and/or consumed. 2104 East Sunshine Street

Name of business or organization that will be responsible for obtaining any necessary liquor permits, such as catering or picnic permits from the state of Missouri. The Great American Taco Company

Alcohol Will Be Served From: 7/4/2020 10:00 AM

To: 7/4/2020 12:30 PM

City of Springfield Noise Standards

(a) *Maximum noise level.* No operation or activity shall cause or create noise in excess of the sound levels prescribed below. (b) *Sound level standards.* The maximum permitted sound level shall be at a volume so as to not unreasonably and knowingly disturb or alarm another person or persons by loud noise. (c) *Variations and exemptions.* 1. The following uses and activities shall be exempt from the sound level standards: a. Noises not directly under the control of the property user; b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 11:00 p.m.; c. The noises of safety signals, warning devices, emergency

pressure relief valves and emergency electric generators; and d. Noises from moving sources such as automobiles and trucks on public right-of-way, railroad equipment on railroad right-of-way and railroad spurs on private property, and airplanes.

Will there be live entertainment, music or amplified sound at your event?

Yes

If so, will stages be built?

No

How many?

Field not completed.

Performances will start

7/4/2020 10:00 AM

and conclude

7/4/2020 1:00 PM

Will tents be erected for your event?

No

If you checked Yes,

[click here to view tent permits and guidelines and to fill out an application for a tent permit.](#)

Will additional electrical wiring be installed for the event?

No

How will you get electricity to your event?

No electricity needed

Will access to water be required for the event?

No

Will restroom facilities be required for the event?

Yes

Have you arranged for security at your event?

No

If so, who will be providing security? Please provide Organization, Address and Phone.

Field not completed.

Note: Applicant is responsible for security personnel for the duration of the event. The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event. Please contact the Police Department at 864-1727 for questions or clarification.

Describe your plans for Emergency Medical Services.

In the event of an emergency, our preparation requires almost no effort. If medical services are needed, we will make sure all entrances and driveways are clear for them to go where they are needed. All activity will be halted and cleared until they are finished.

Describe your plans for event trash removal, as well

We will have trash cans out for people to dispose of their waste. After the show, staff will be picking up trash and waste

as any organizations or persons directly involved with this aspect of the event.

and making sure we leave it better than we found it.

Describe your plans for food-vendor wastewater disposal, as well as any organizations or persons directly involved with this aspect of the event.

That will be self contained within their vehicle or equipment

Note: Additional City Permits/Licenses/Insurance Certificates may be required. Applicant is responsible for obtaining all additional permits/licenses/insurance certificates required upon issuance of this use permit. Applicant must check and agree to abide by the following conditions to obtain this permit.

CLEAN UP I agree

INSURANCE I agree

Your event may qualify for insurance through the TULIP Program, which provides low cost general liability insurance to "third party" users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event.

[Read more about TULIP and how to get a policy.](#)

UPLOAD Certificate of Insurance [7DA0D823-30C2-431C-AF9A-C8053CA61B52.jpeg](#)

INDEMNITY I agree

CITY CODES/PERMITS I agree

CONDUCT/NUISANCES I agree

UPLOAD Event Site Map or Sketch here. [AAD410E1-8F5F-45A8-9C9B-EB6F6DAA85BD.jpeg](#)

Signature By checking this box and typing my name below, I am electronically submitting my signature.

First Name John

Middle Initial C

Last Name Skinner

If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or sspain@springfieldmo.gov.

SRC ELECT

Power from building

Food Market DT Booth

Staff Stubbs Detailing Show parking

Show parking

Show parking

Line of parking

Post Room

Enter

16 parking

Exit only